



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF LANDSCAPE ARCHITECTURE

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING MINUTES: BOARD OF LANDSCAPE ARCHITECTURE
MEETING DATE AND TIME: Thursday, August 10, 2017 at 9:00 a.m.
PLACE: Conference Room B, Cannon Bldg,
861 Silver Lake Blvd Dover, DE 19904
MINUTES APPROVED:

MEMBERS PRESENT

Jeff Clark, Professional Member
Timothy Metzner, Professional Member
Julie Bruck, Professional Member
Mary Ann Whidby, Public Member

MEMBERS ABSENT

Katherine Artigliere, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Lisa Smith, Administrative Specialist II

OTHERS PRESENT

There were no others present.

CALL TO ORDER

Mr. Clark called the meeting to order 9:00 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes of the May 11, 2017 meeting. Mr. Metzner made a motion, seconded by Ms. Whidby, to approve the minutes as presented. By unanimous vote, the motion carried.

Unfinished Business

Review of 2017 Renewal Audits

Mr. Metzner made a motion, seconded by Ms. Whidby, to approve the Continuing Education audits submitted by Larissa Torres, Susan Mrugal and Michael Van Valkenburg. These licensees will receive an "Audit Passed" letter.

The members of the Board reviewed the Random Audit Continuing Education documents submitted by Andrew Durham. Ms. Bruck made a motion, seconded by Mr. Metzner, requesting additional information regarding the documents submitted by Mr. Durham.

New Business

Ratification of Certificate of Authorization

Ms. Bruck made a motion, seconded by Mr. Metzner, to ratify the Certificate of Authorization application submitted by Hillcrest Associates Inc. By unanimous vote, the motion carried.

Other Business before the Board

There was no other business for the Board for discussion.

Public Comment

There was no public comment.

Next Meeting Date

The Board will hold the next scheduled meeting on November 9, 2017 at 9:00 a.m., in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

Ms. Bruck made a motion, seconded by Ms. Whidby, to adjourn the meeting. The meeting was adjourned at 9:32 a.m.

Respectfully submitted,



Lisa Smith
Administrative Specialist II
Board of Landscape Architects